

MANAGING TRAVEL FOR PLANNED SPECIAL EVENTS

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TMC

Pooled-Fund Study

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PROJECT INFORMATION

WWW.TMCPFS.OPS.FHWA.DOT.GOV

PROJECT TEAM:



WRITING TEAM:



SIEMENS



PLANNED SPECIAL EVENT DEFINITION

***A PLANNED SPECIAL EVENT IS A PUBLIC ATTENDED
ACTIVITY OR SERIES OF ACTIVITIES, WITH A
SCHEDULED TIME AND LOCATION, THAT MAY
INCREASE OR DISRUPT THE NORMAL FLOW OF
TRAFFIC ON AFFECTED STREETS OR HIGHWAYS***

OTHER SPECIAL EVENTS OUTSIDE PROJECT SCOPE

- **EMERGENCIES**

- **SEVERE WEATHER, EARTHQUAKE,
BRIDGE COLLAPSE, TERRORISM**

- **OCCUR AT RANDOM AND WITH LITTLE OR NO
ADVANCE WARNING**

- **ROADWAY CONSTRUCTION AND MAINTENANCE**

- **CONSTRAINS TRAVEL WITHIN ONE CORRIDOR**

STAKEHOLDER CHALLENGES

- **MANAGING INTENSE TRAVEL DEMAND**
- **MITIGATING POTENTIAL CAPACITY CONSTRAINTS**
- **INFLUENCING TRAVEL CHOICE UTILITY**
- **ACCOMMODATING HEAVY PEDESTRIAN FLOW**

MANAGING TRAVEL FOR PLANNED SPECIAL EVENTS

- **LOCAL LEVEL**
 - **MANAGING TRAVEL FOR ONE PLANNED SPECIAL EVENT**
- **REGIONAL LEVEL**
 - **MANAGING ALL PLANNED SPECIAL EVENTS IN A REGION**

STATE-OF-THE-PRACTICE

- **INVOLVES AN OPERATIONS-BASED APPROACH.**
- **INCORPORATES EXISTING POLICIES, PROCEDURES, AND INFRASTRUCTURE APPLIED UNDER:**
 - **DAILY TRAFFIC MANAGEMENT**
 - **TRAFFIC INCIDENT MANAGEMENT**
 - **MULTI-MODAL MANAGEMENT**

STATE-OF-THE-ART

- **ADOPT A PROGRAM APPROACH.**
- **FOLLOW AN ESTABLISHED PLANNING PROCESS.**
- **FORM SPECIALIZED STAKEHOLDER GROUPS.**
- **CREATE NEW INTERAGENCY AGREEMENTS.**
- **UTILIZE MOBILE AND AUTOMATED SYSTEMS.**
- **INTEGRATE NEEDS INTO REGIONAL TRANSPORTATION PLANS.**

PURPOSE

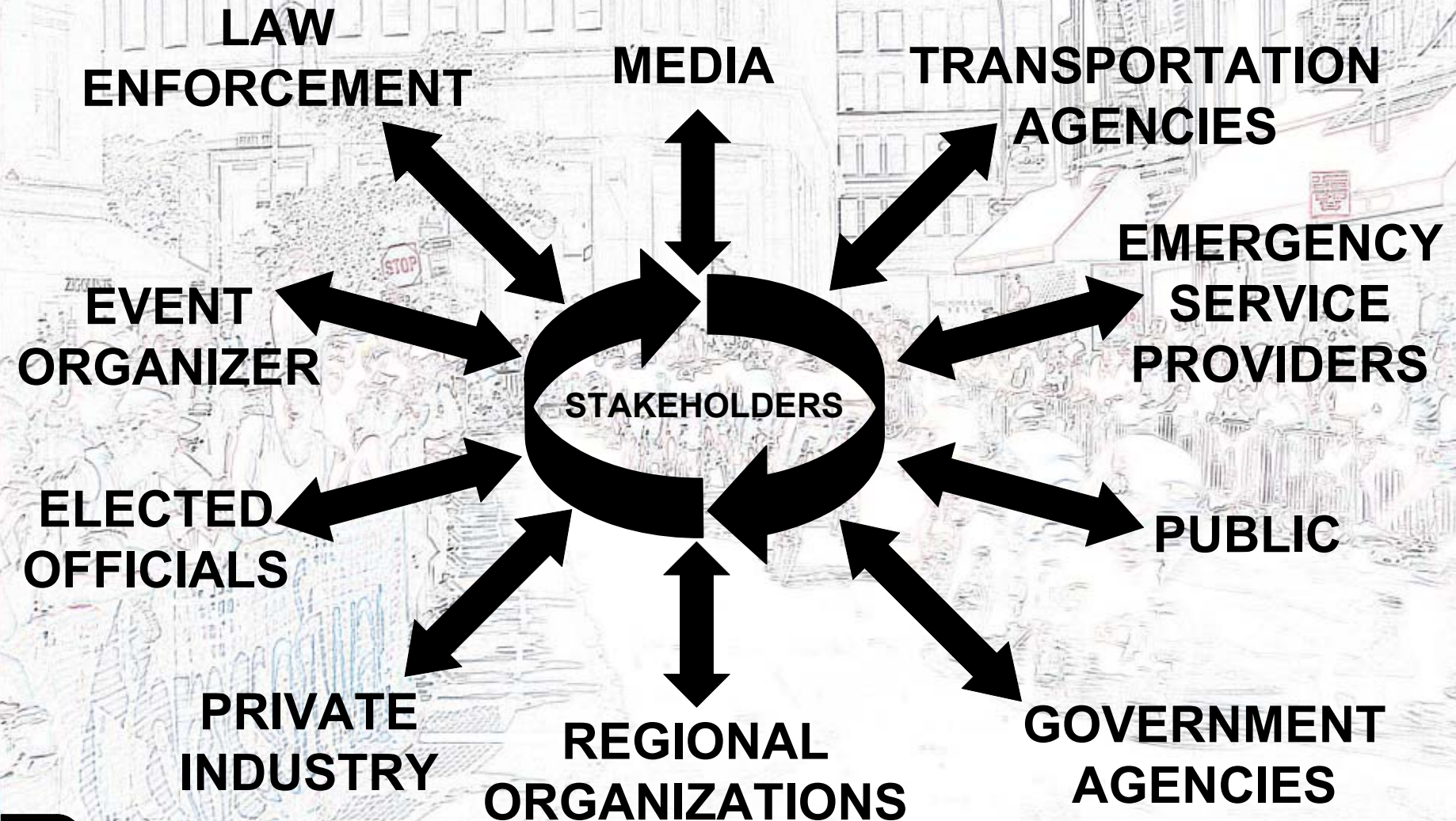
- **BRIDGE THE GAP BETWEEN THE STATE-OF-THE-PRACTICE AND STATE-OF-THE-ART.**
- **PROVIDE A FRAMEWORK FOR ESTABLISHING AN INTEGRATED AND STAKEHOLDER COORDINATED PRACTICE.**
- **RECOMMEND PROVEN AND INNOVATIVE STRATEGIES AND TACTICS.**
- **PROFILE SUCCESSFUL PRACTICES.**



GOALS

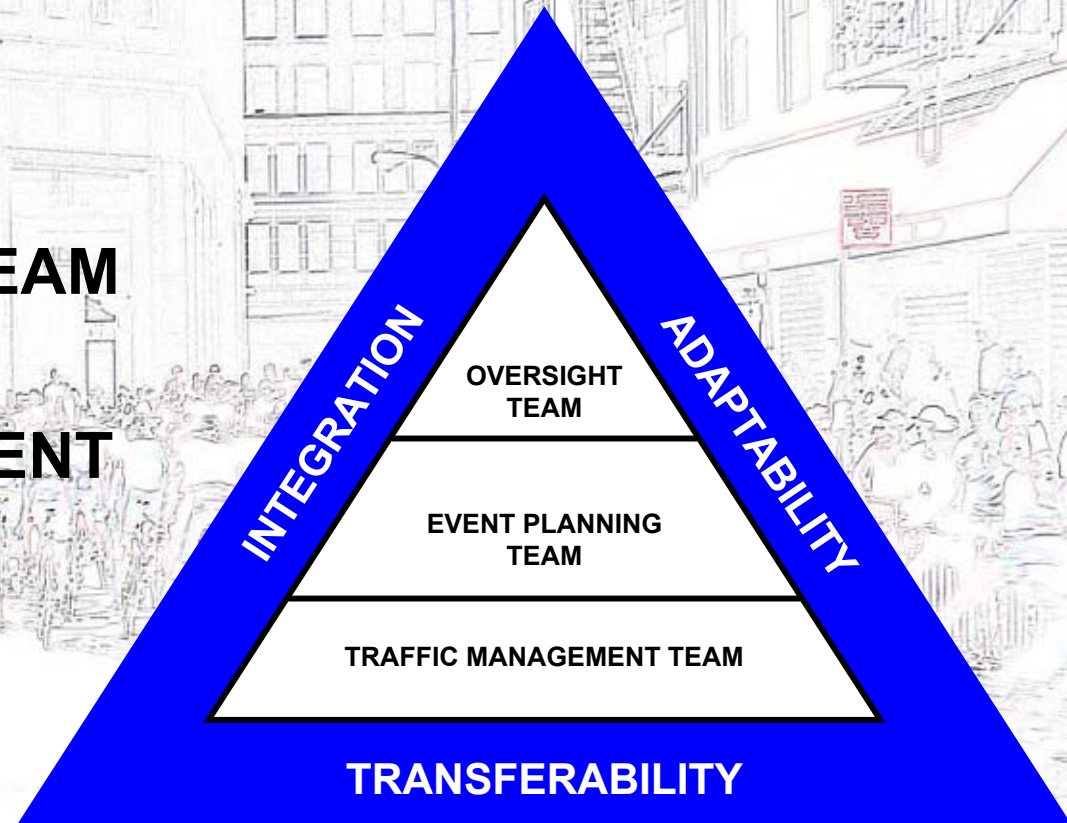
- **ACHIEVING *PREDICTABILITY***
- **ENSURING *SAFETY***
 - **ACCOMODATION OF PEDESTRIANS**
 - **PROVISION OF EMERGENCY ACCESS**
 - **PREVENTION OF INCIDENTS**
- **MAXIMIZING *EFFICIENCY***

INTENDED AUDIENCE



STAKEHOLDER GROUPS

- **OVERSIGHT TEAM**
- **EVENT PLANNING TEAM**
- **TRAFFIC MANAGEMENT TEAM**



TECHNICAL REFERENCE USER GROUPS

- **TRANSPORTATION ENGINEER**



- **LAW ENFORCEMENT OFFICER**



- **EVENT ORGANIZER**

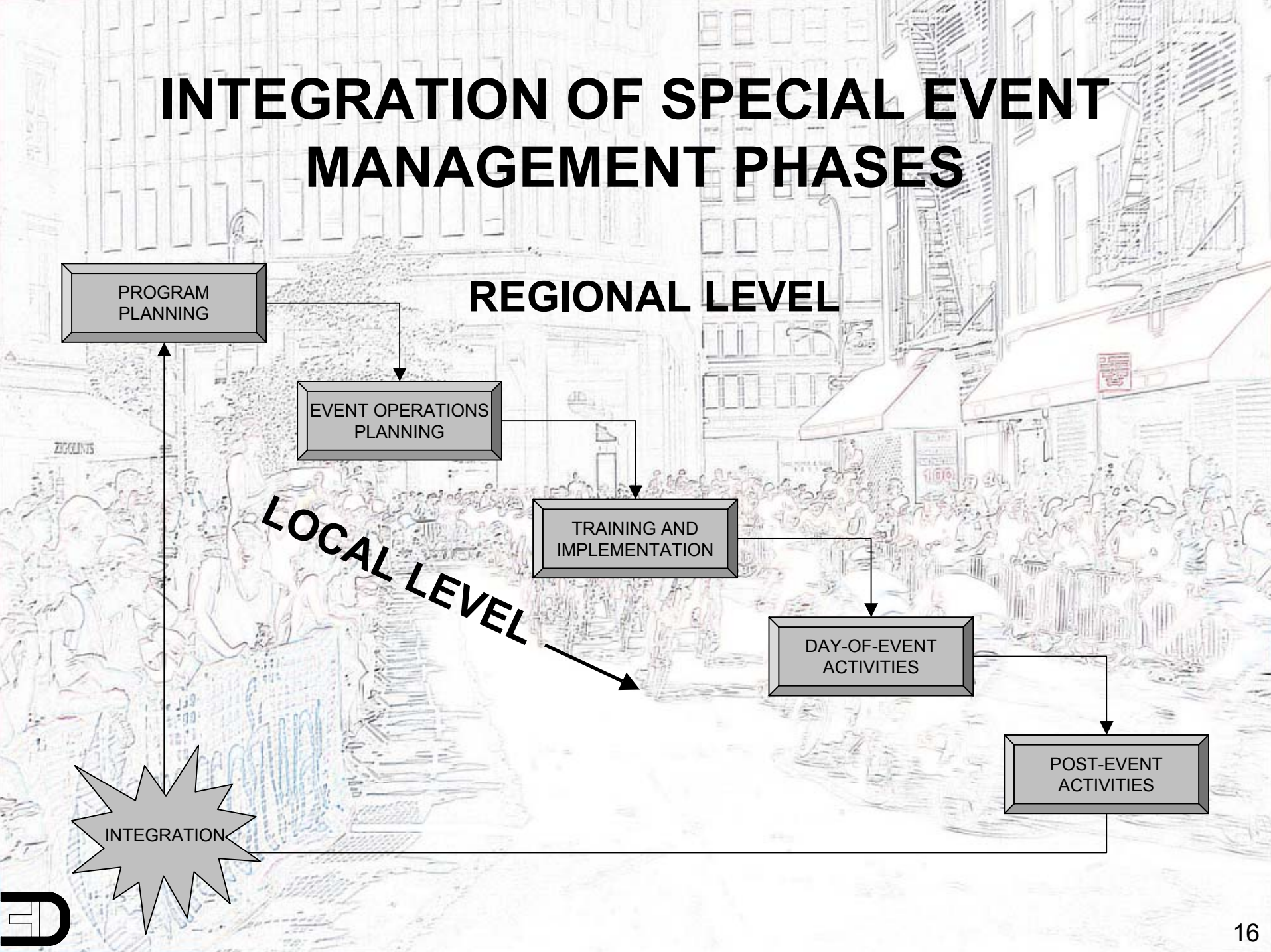


SPECIAL EVENT CATEGORIES

- **DISCRETE/RECURRING EVENT AT PERMANENT VENUE**
- **CONTINUOUS EVENT**
- **STREET USE EVENT**
- **REGIONAL/MULTI-VENUE EVENT**
- **RURAL EVENT**

SPECIAL EVENT MANAGEMENT PHASES

- **PROGRAM PLANNING**
- **EVENT OPERATIONS PLANNING**
- **TRAINING AND IMPLEMENTATION**
- **DAY-OF-EVENT ACTIVITIES**
- **POST-EVENT ACTIVITIES**

[illegible]



KEY TOPICS

PROGRAM PLANNING

- **PROGRAM PLANNING FOR REGIONAL PLANNED SPECIAL EVENTS**
 - **INSTITUTIONAL FRAMEWORK**
 - **POLICY SUPPORT**
 - **REGIONAL PLANNED SPECIAL EVENTS PROGRAM**
- **PROGRAM PLANNING FOR LOCAL PLANNED SPECIAL EVENTS**
 - **PLANNED SPECIAL EVENT PERMITTING**
- **INFRASTRUCTURE SUPPORT**



KEY TOPICS

EVENT OPERATIONS PLANNING

- **ADVANCE PLANNING ACTIVITIES**
- **FEASIBILITY STUDY**
- **EXTERNAL FACTORS AFFECTING SCOPE OF EVENT IMPACT**
- **TRAFFIC MANAGEMENT PLAN**
- **TRAVEL DEMAND MANAGEMENT AND TRAVELER INFORMATION**

KEY TOPICS

TRAINING AND IMPLEMENTATION

- **IMPLEMENTATION PLAN**
- **REVIEW AND TESTING**
- **PERSONNEL**



KEY TOPICS

DAY-OF-EVENT ACTIVITIES

- **TRAFFIC MANAGEMENT TEAM**
- **COMMUNICATION**
- **TRAFFIC MONITORING**



KEY TOPICS

POST-EVENT ACTIVITIES

- **EVALUATION FRAMEWORK**
- **PARTICIPANT EVALUATION**
- **POST-EVENT DEBRIEFING**
- **POST-EVENT REPORT**

EVENT PROFILE

- **ASSIGNS ONE CHAPTER TO EACH PLANNED SPECIAL EVENT CATEGORY.**
- **DETAILS ADVANCE PLANNING AND TRAVEL MANAGEMENT ACTIVITIES SPECIFIC TO EVENT.**
- **COMMUNICATES RECOMMENDED POLICIES, GUIDELINES, PROCEDURES, AND RESOURCE APPLICATIONS IN A USER-FRIENDLY FORMAT.**
- **REFERENCE SAMPLE APPLICATIONS.**

TECHNICAL REFERENCE MOCKUP

CHAPTER FIVE – EVENT OPERATIONS PLANNING AND COORDINATION



Figure 18
Event Planning Team Meeting

PURPOSE

This chapter describes event-specific *advance planning activities*, summarizes *feasibility study* analysis steps specific to a planned special event, and highlights *external factors* affecting the scope of event impact on transportation system operations.

INTRODUCTION

This chapter examines advance planning and stakeholder coordination activities con-

ducted for a specific planned special event. It represents the first of three successive chapters on the event operations planning phase. This chapter will detail an event operations planning framework and schedule. Emphasis is placed on the initial planning activities required to size-up event impacts. This includes conducting a planned special event feasibility study.

A section on advance planning activities describes input data requirements for analyzing the event impact and discusses scenarios linked to particular events that may require

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OVERVIEW
ADVANCE PLANNING
DAY-OF-EVENT ACTIVITIES
POST-EVENT ACTIVITIES
EVENT PROFILE

SCHEDULE AND DELIVERABLES

- | | <u>STATUS</u> |
|--|----------------------|
| • ANNOTATED BIBLIOGRAPHY | AVAILABLE |
| • ANNOTATED OUTLINE AND SYNTHESIS OF PRACTICE | AVAILABLE |
| • DRAFT TECHNICAL REFERENCE | JULY 2003 |
| • FINAL TECHNICAL REFERENCE | AUG. 2003 |

SCHEDULE AND DELIVERABLES

STATUS

- **OUTREACH MATERIAL,
TRI-FOLD BROCHURE, AND
COMMUNICATIONS PLAN**

SEPT. 2003

- **WHITE PAPER – RECOMMENDATIONS
FOR FURTHER RESEARCH, TRAINING,
OR TECHNICAL TRANSFER**

OCT. 2003

HOW TO BECOME INVOLVED

- **ACCESS PROJECT WEB SITE VIA:**
 - **WWW.TMCPFS.OPS.FHWA.DOT.GOV**
- **DOWNLOAD DRAFT DELIVERABLES AND PROVIDE COMMENTS AND SUGGESTIONS REGARDING:**
 - **CONTENT**
 - **CONTEXT**
 - **LEVEL OF DETAIL**
 - **MISSING INFORMATION**
- **DRAFT TECHNICAL REFERENCE CHAPTERS 1 THROUGH 5 NOW AVAILABLE!**

CONTACT INFORMATION

- **WRITING TEAM**

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